

IDAHO REAL ESTATE APPRAISER BOARD
Division of Occupational and Professional Licenses
P.O. Box 83720
Boise, ID 83720-0063

Video Conference Call Minutes of 6/15/2020

BOARD MEMBERS PRESENT: H Scott Calhoun - Chair
Brent Lee Stanger
B Jane McClaran
Paul J Morgan

BOARD MEMBERS ABSENT: Eric J Brinton

DIVISION STAFF: Susan Buxton, Interim Division Administrator
Dawn Hall, Deputy Division Administrator
Julie Evenson, Licensing Group Manager
Lori Peel, Investigative Unit Manager
Nicholas Crema, General Counsel
Eric Nelson, Board Prosecutor
Greg Floyd, Financial Unit Manager
MiChell Bird, Section Chief
Cesley Metcalfe, Board Specialist

The meeting was called to order at 8:30 AM MDT by H Scott Calhoun.

APPROVAL OF MINUTES

Ms. McClaran made a motion to approve the minutes of February 10, 2020 as amended; March 3, 2020; and April 13, 2020. It was seconded by Mr. Morgan. Motion carried.

INTRODUCTIONS

Susan Buxton introduced herself to the Board as the Interim Division Administrator and gave a brief description of Governor Little's recently-issued executive order that consolidates regulatory boards under the Division of Occupational and Professional Licenses.

MiChell Bird introduced herself to the Board as the executive director of the Idaho Real Estate Commission and the newly named section chief for the Building, Construction, and Real Estate Section of the Division of Occupational and Professional Licenses.

Gregory Floyd introduced himself to the Board as the Financial Unit manager who will now be giving the financial report.

COMPLAINT MEMORANDUM

Ms. Peel gave the investigative report, which is linked above.

FOR BOARD DETERMINATION

Mr. Stanger made a motion to approve the Division's recommendation and authorize closure in case numbers I-REA-2020-24, I-REA-2020-26, and I-REA-2020-27. It was seconded by Mr. Morgan. Motion carried.

EXECUTIVE SESSION

Mr. Stanger made a motion that the Board go into executive session under Idaho Code § 74-206(1)(d) to consider records that are exempt from disclosure under the Idaho Public Records Law, Idaho Code § 74-106(9). Mr. Stanger amended his motion to include that the purpose of the executive session was to discuss documents relating to the fitness of a licensee to retain a license or registration. It was seconded by Mr. Morgan. The vote was: Mr. Stanger, aye; Ms. McClaran, aye; Mr. Morgan, aye; and Mr. Calhoun, aye. Motion carried.

Mr. Stanger made a motion to come out of executive session. It was seconded by Ms. McClaran. Motion carried.

DISCIPLINE

Mr. Morgan made a motion to approve the Consent Orders in cases REA-2020-3 and REA-2020-6 and allow the Board chair to sign on behalf of the Board. It was seconded by Mr. Stanger. Motion carried.

FOR BOARD DETERMINATION

Mr. Morgan made a motion to approve a request for termination of probation regarding case number REA-2019-8. Mr. Morgan amended his motion to replace case number REA-2019-8 with case number REA-2017-9. It was seconded by Mr. Stanger. Motion carried.

LAWS AND RULES

Mr. Krema advised the Board regarding the Governor's Executive Order 2020-01, Zero Based Regulation, and the process regarding the moratorium on rulemaking.

FINANCIAL REPORT

Mr. Floyd gave the financial report, which indicated that the Board had a cash balance of \$925,772.58 as of May 31.

The Board discussed options for reducing its cash balance. Ms. McClaran made a motion to reduce renewal fees for licensed residential appraisers, certified residential appraisers, and general residential appraisers from \$275.00 to \$75.00; to reduce renewal fees for appraisal management companies from \$900.00 to \$500.00; to approve this as a one-time, temporary fee holiday that is effective July 1, 2020; and to direct Division staff to notify licensees. It was seconded by Mr. Stanger. After further discussion, Ms. McClaran amended the motion to make the fee holiday

effective June 15, 2020 to June 15, 2021. Mr. Stanger concurred. The vote was: Mr. Stanger, aye; Ms. McClaran, aye; Mr. Morgan, aye; and Mr. Calhoun, aye. Motion carried.

DIVISION BUSINESS

The Board reviewed the To Do List and no action was taken.

BOARD BUSINESS

APPRAISAL MANAGEMENT COMPANY RENEWAL FORM

The Board reviewed a revision that was made to the Appraisal Management Company (AMC) renewal form at the suggestion of the Appraisal Subcommittee.

The Board reviewed correspondence from the Appraisal Subcommittee regarding elements that make an Appraisal Management Company (AMC) ineligible for listing on the National AMC Registry.

Mr. Stanger made a motion approving Mr. Morgan to review AMC renewals that are received with an affirmative answer to discipline and felony questions to determine the AMC's eligibility to be added to the National AMC Registry. Mr. Morgan will either approve the AMC's addition to the National AMC Registry, or ask for full Board review for any AMCs with major concerns. It was seconded by Ms. McClaran. Motion carried.

CONFERENCE UPDATES AND ATTENDANCE

The Board discussed the cancellation of the spring conference due to COVID-19.

Mr. Calhoun asked if there is a process to refund Board members for flights that were booked and paid for but then cancelled due to COVID-19. Mr. Morgan stated that his airline issued a one-year credit for the cancelled flight that he booked for the conference. Ms. Hall explained that many Boards are waiting to see if its members will be able to use flight credits for a future conference. The Board agreed to address the issue in the future, if necessary.

CORRESPONDENCE

The Board reviewed correspondence from the Appraisal Subcommittee regarding the Final Rule issued by the banking agencies that raises the residential threshold level from \$250,000 to \$400,000. No action was taken.

EXECUTIVE SESSION

Ms. McClaran made a motion that the Board go into executive session under Idaho Code § 74-206(1)(d) to consider records that are exempt from disclosure under the Idaho Public Records Law, Idaho Code § 74-106(9). The purpose of the executive session was to consider documents relating to the fitness of an applicant to be

granted a license or registration. It was seconded by Mr. Stanger. The vote was: Mr. Stanger, aye; Ms. McClaran, aye; Mr. Morgan, aye; and Mr. Calhoun, aye. Motion carried.

Mr. Morgan made a motion to come out of executive session. It was seconded by Ms. McClaran. Motion carried.

APPLICATIONS

Mr. Stanger made a motion to approve the following for licensure:

Vetterra, LLC	AMC-5264
Fastapp, Inc	AMC-5270

It was seconded by Mr. Morgan. Motion carried.

CE COURSES

Ms. McClaran made a motion to approve the following continuing education courses:

- ASFMRA – Appraising Agriculture Land in Transition
- ASFMRA – Appraisal of Water Rights Seminar
- ASFMRA – Appraising Ag Facilities: Swine Confinement Seminar
- Appraisal Institute – Appraisal Institute Annual Conference Day 1
- Appraisal Institute – Appraisal Institute Annual Conference Day
- Appraisal Institute – Contract or Effect Rent: Finding the Real Rent

It was seconded by Mr. Stanger. Motion carried.

Mr. Stanger made a motion to approve the following pending receipt of additional information:

901173443

It was seconded by Ms. McClaran. Motion carried.

Mr. Morgan made a motion to approve the following pending receipt of additional information:

901158327

It was seconded by Mr. Stanger. Motion carried.

Mr. Morgan made a motion to approve the following for examination:

901048806

It was seconded by Ms. McClaran. Motion carried.

Mr. Stanger made a motion to table the following pending receipt of additional information:

901154201

It was seconded by Mr. Morgan. Motion carried.

CORRESPONDENCE

Mr. Stanger made a motion directing Division staff to pay the 2020 membership dues for the Association of Appraiser Regulatory Officials. It was seconded by Mr. Morgan. Motion carried.

NEXT MEETING was confirmed for August 17, 2020 at 8:30 AM MDT.

ADJOURNMENT

Ms. McClaran made a motion to adjourn the meeting at 12:12 PM MDT. It was seconded by Mr. Stanger. Motion carried.

H Scott Calhoun, Chair